



Board of Trustees Meeting

Virtual, Via Zoom

Zoom Link: <https://cptc-edu.zoom.us/j/83121135275?pwd=UFRWMUVvM0J2ZDFyTXc0c0ZGK2tSZz09>
Passcode: BOTMeeting

Friday, June 10, 2022

11:00-11:45 a.m.

Agenda

- 11:00 Call to Order, Introductions**Alice Phillips
- Virtual Meeting Statement**..... Joyce Loveday
- Miscellaneous**..... Joyce Loveday
- 11:07 Public Comments**Alice Phillips
- 11:10 New Business**Alice Phillips
- Approval of ASG Services and Activities Budget for 2022-23 **Tab 1**
Action
- Approval of Resolution 22-06-106, Extension of 2021-22Alice Phillips **Tab 2**
Operating Budget
Action
- Election of Officers
Positions of Board Chair and Vice Chair –
For the term of one year, July 1, 2022 – June 30, 2023
Action
- 11:25 Convene Executive Session for approximately 15 minutes for the purpose of considering the lease of public property.**
The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include, to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for executive session and the time when the executive session is expected to conclude.
- 11:40 Action Items as a Result of Executive Session**.....Alice Phillips
- 11:45 Adjournment**Alice Phillips

TO: Board of Trustees
Dr. Joyce Loveday, President
Dr. Scott Latiolais, Vice President for Student Success

FROM: Jessica Wallack, Director of Student Life

RE: Proposed 2022-2023 Services & Activities (S&A) Operating Budget

DATE: June 10, 2022

The student budget committee has unanimously adopted the \$740,260 budget for the 2022-2023 fiscal year (FY). This FY budget does include an increase in S&A fee, to the legislative max, as previously voted on and unanimously approved at March 16, 2021 Student Government Meeting, where the Student Government delayed implementation of the increased fee until the start of the 2022-2023 FY. It is the understanding of the committee that approving this operating budget will ensure that the Associated Student Government and student funded programs can continue to contribute to the campus community and create a campus environment that is engaging, vibrant and actively involves students in their academic journey.

Considerations

- On January 24, 2022, the Student Government unanimously adopted a motion so the nineteen (19) S&A funded budgets that received \$13,000 or less during the current FY would receive *status quo* funding next year to ensure funding for student-funded programs and organizations were not reallocated during a period of hybrid & physical-distancing offerings.
- Registered Student Organizations will receive a pro-rated amount of their original award for summer and fall quarters; organizations should submit a supplemental request in fall quarter once plans for the remainder of the year are established.
- The budget committee heard presentations from: Hayes Child Development Center, Tutoring Center, Student Life, Associated Student Government, Fitness Center, Student Leadership & Service Center, and the MOSAIC Center.
- No mid-year travel requests were allocated to student organizations during the spring budgeting process. Travel occurring November 1, 2022- June 30, 2023 will be heard by the student budget committee.
- Allocated \$1,000 to provide student leaders the opportunity to participate in the virtual 2022 Student Leadership Conference hosted by the Council of Unions and Student Programs (CUSP).
- The committee allocated the same budget for Student Wages (\$172,745) into the 2022-2023 FY, committing to providing an opportunity to build a robust student leadership team.
- Allocated full funding to Food Security Initiatives rather than submitting a mid-year request to ensure basic needs of students are being met; dietary needs can be accommodated; healthy, nourishing foods can be provided; and to continue to expand cultural food offerings to the student population.
- After the initial 2022-2023 S&A budget projections were determined and the S&A budgeting process was complete, the S&A fee max increased from \$11.93/credit to \$12.25/credit. These extra dollars have been allocated to the Contingency Fund to help fund mid-year budget requests. The original 2022-2023 budget projection was \$718,699 and after the fee increase, is now \$740,260.

Decisions

- Approved the \$740,260 operating budget; an increase of \$64,081 compared to the 21-22 S&A operating budget.
- 19 approved 21-22 budgets below \$13,000 were automatically moved to next year's operating budget.
- Earmarked \$40,000 for the Bus Pass Program and \$15,000 for event/liability insurance from the Fund Balance
- \$6,450 to support 10 registered student organizations; status quo funding when compared to the 21-22 FY.
- \$59,335 for the Multicultural Student Services Manager position. College is contributing 30% of costs for salary/benefits.
- \$14,000 to the Associated Student Government; an increase of \$3,500 from the 21-22 FY
- \$10,500 to the Department of Student Life; status quo funding when compared to the 21-22 FY.
- \$4,000 to the Student Marketing & Graphics Team, an increase of \$2,500 compared to the 21-22 FY.
- \$136,195 to support 11 institutional and auxiliary programs.

Please let me know how the committee or myself can assist through the duration of this approval process. I can be reached at Clover Park Technical College at jessica.wallack@cptc.edu or by phone at 253-589-5734.

2022-2023 S&A PROPOSED BUDGET	
Student Life	
Goods & Services	\$ 10,000
Travel	\$ 500
Professional Salaries	\$ 271,789
Student Leadership Conference	\$ 1,000
Marketing & Communications	\$ 4,000
Associated Student Government	
Student Council	\$ 1,000
Campus Activities Board	\$ 13,000
Student Employees	
Hourly Wages (\$15/hour)	\$ 172,745
Clubs & Organizations	
Design & Engineering Club	\$ 850
Club MEC	\$ 850
Nursing Club	\$ 500
Linux Open-Source Users Club	\$ 700
Dental Assistant Club	\$ 700
Club Defiance	\$ 850
Student of Color Association Club	\$ 500
Aviation Club	\$ 500
Phi Theta Kappa	\$ 500
Club OOPS	\$ 500
Student Funded Program Centers	
MOSAIC Center	\$ 10,000
Fitness Center	\$ 10,000
Student Leadership & Service Center	\$ 7,500
Institutional Support	
Multicultural Student Services	\$ 59,335
College Opening Day	\$ 250
Holiday House	\$ 250
Graduation	\$ 13,000
Hayes Child Development Center	\$ 65,000
Diversity & International Fair	\$ 750
Tutoring Center	\$ 48,445
Veteran's Resource Center	\$ 2,500
New Student Orientation	\$ 2,500
Auxiliary Programs	
Veteran's Day Ceremony	\$ 1,000
Student Success Socials	\$ 1,500
Student Awards Ceremony	\$ 1,000
Food Security Initiatives	\$ 15,000
Contingency Fund	
Contingency Fund	\$ 21,716
TOTAL	\$ 740,260



RESOLUTION 22-06-106

Extension of 2021-22 Operating Budget

WHEREAS, Washington’s Office of Financial Management and the State Board for Community and Technical Colleges have not yet completed work on the final Fiscal Year 22-23 budget allocations to Clover Park Technical College; and

WHEREAS, Clover Park Technical College has sufficient available reserves and expected revenues to operate at regularly expected capacity for a period of at least four months; and

WHEREAS, the College’s currently-approved operating budget expires on June 30, 2022;

NOW, THEREFORE, BE IT RESOLVED the Board of Trustees hereby authorizes the College President to continue to receive revenues, make expenditures, and otherwise enter into transactions at a rate which overall does not exceed the rates of annual expenditures under the current 2021-22 budget. This authorization commences July 1, 2022, and is in effect through October 31, 2022.

ADOPTED by the Board of Trustees at its regular meeting on June 8, 2022.

Attested by:

Dr. Joyce Loveday
President
College District Twenty-Nine

Carol Mitchell
Chair, Board of Trustees
College District Twenty-Nine